

MINUTES OF REGULAR MEETING November 13, 2019

1. CALL TO ORDER

Mayor Mazza called the meeting to order at 7:00 p.m.

- 2. "Sunshine Law" Announcement-** Adequate notice of this public meeting has been provided by Annual Notice; published in the Hunterdon Democrat and Courier News; posted on the public bulletin board and on file in the Municipal Clerk's Office.

3. FLAG SALUTE**4. ROLL CALL**

	Present	Absent
Mr. Severino	x	
Mr. Mazza	x	
Mr. Hirt	x	
Mr. Stiger	x	
Mr. Stothoff	x	

Also present J.P. Jost, Attorney; Robert Clerico, Engineer; Grace Brennan, CFO; and Ella M. Ruta, Municipal Clerk.

5. APPROVAL OF PRIOR MEETING MINUTES

- a. Regular and Executive Session Meeting Minutes of October 16, 2019

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger			x			
Mr. Stothoff	x		x			

Motion carried

6. VISITORS

Lu Pierro – Gravel Hill Road – Not Present

7. REPORTS RECEIVED – Acknowledged and briefly discussed

- a. Road Dept.- Week Ending: 10/18/19; 10/25/19; 11/01/19
 - b. Animal Control Officer – October 2019
 - c. Public Safety Director
 - d. Engineer's Report
- Processing final payment vouchers through DOT for Frontage Road Section I and II.
 - Continuing discussion about signage on Baptist Church Road re: bridge height and weight restrictions. Signs proposed for County Road 614 to warn drivers of the upcoming restrictions. Engineer Clerico will file with Hunterdon County for approval to post such signs
 - Should receive word shortly from DOT regarding the 2020 grants.
 - Discussion about correspondence from DOT regarding remedial work to be done on Exit 11 Overpass Bridge and if detours will be necessary. Engineer will reach out to DOT for additional information about the project.

8. CORRESPONDENCE/WRITTEN COMMUNICATIONS – no comments.**9. PUBLIC COMMENTS****10. PUBLIC HEARING****11. OLD BUSINESS**

- a. Fee Exemption Ordinance - discussion with regard to fees waived for the applicant but still payable by the Township to other entities. Also, which groups would be entitled for such waivers. The Ordinance will not be enacted.
- b. Code Enforcement Officer – discussion about combining the position with the Zoning Office and creating Zoning/Code Enforcement Officer. To be revisited at a later time.

12. NEW ORDINANCES - 1st Reading**13. NEW BUSINESS**

- a. The following Resolution was introduced for approval:

RESOLUTION #2019-98

**TOWNSHIP OF UNION, HUNTERDON COUNTY
RESOLUTION TO REFUND DELINQUENT WATER CHARGES COLLECTED PRIOR TO TAX
SALE TO THE TOWN OF CLINTON**

WHEREAS, delinquent water charges totaling \$ 428.81 have been paid to the Township of Union on behalf of The Town of Clinton to avoid tax sale as per Schedule “A”,

NOW, THEREFORE, BE IT RESOLVED on this 13th day of November, 2019 by the Township Committee of the Township of Union, Hunterdon County, State of New Jersey, as follows:

1. The Treasurer issue a check in the amount of \$428.81 payable to Town of Clinton Water Utility, 43 Leigh Street, P.O. Box 5194, Clinton, NJ 08809.
2. That this resolution shall take effect immediately upon adoption.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	x		x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger			x			
Mr. Stothoff			x			

Motion carried

- b. The following Resolution was introduced for approval:

RESOLUTION 2019-99

**EXCAVATION BOND REFUND
W.G. SMITH
2A STIRES WAY**

**PITTSTOWN, NJ 08867
BLOCK 16 LOT 3**

WHEREAS, W.G. Smith posted \$500.00 for an excavation bond in regards to a project at 430 County Road 614, Asbury, NJ 08802 and

WHEREAS, W.G. Smith has requested a refund of the bond, and

WHEREAS, the inspections are complete and the Certificate of Completion has been issued,

NOW, THEREFORE, BE IT RESOLVED, that the excavation bond of \$500.00 be released to W.G. Smith.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger			x			
Mr. Stothoff	x		x			

Motion carried

c. The following Resolution was introduced for approval:

**Resolution #2019-100
UNION TOWNSHIP, HUNTERDON COUNTY
APPROPRIATION TRANSFER(S)**

Be it resolved by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, that there are insufficient funds to meet the demands necessary for the 2019 Appropriations in the following accounts:

TO:	Tax Assessment OE	10515020	\$ 500.00
	Planning Board OE	10518020	12,000.00
	Building & Grounds	10531020	7,500.00
	Telephone	10544020	2,500.00
		Total	\$22,500.00

WHEREAS, the following account(s) have sufficient excess funds to meet such demands:

FROM:

Employee Group Ins.10522020 \$22,500.00

Total \$22,500.00

BE IT RESOLVED that in accordance with the provisions of R.S. 40A: 4-58 the Chief Financial Officer is hereby authorized to make the transfer(s) required to meet the obligations of Union Township.

Date: November 13, 2019

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	x		x			

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Mr. Mazza			X			
Mr. Hirt			X			
Mr. Stiger		X	X			
Mr. Stothoff			X			

Motion carried

d. The following Resolution was introduced for approval:

RESOLUTION #2019-101

**Governor's Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle July 2020-June 2025**

FORM 1B

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Union, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Hunterdon;

NOW, THEREFORE, BE IT RESOLVED by the Township of Union, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the North Hunterdon Municipal Alliance grant for fiscal year 2021 in the amount of:

DEDR	\$ <u>22,902.00</u>
Cash Match	\$ <u>5,725.50</u>
In-Kind	\$ <u>17,176.50</u>

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.
3. The Township Committee further acknowledges that the Hunterdon County Educational Services Commission shall act as Fiscal Agent to all Hunterdon County Municipal Alliance Consortiums to provide a streamlined process for the reimbursement of expenditures.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			

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Mr. Mazza			x			
Mr. Hirt			x			
Mr. Stiger		x	x			
Mr. Stothoff	x		x			

Motion carried

e. **Motion to Approve** - Maintenance Contract for Recording Equipment

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt			x			
Mr. Stiger	x		x			
Mr. Stothoff		x	x			

Motion carried

f. **Motion to Approve** - 2020 Animal Control Services Contract – Laura Roerig

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	x		x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger			x			
Mr. Stothoff			x			

Motion carried

The Clerk asked to carry over her 2019 vacation days, of which she still has 53.5 hours, to 2020. After a brief discussion, the Committee agreed for the Clerk to carry 32.5 hours over to 2020.

14. PAYMENTS OF BILLS –

The approved lists of bills and all claims against the Township of Union as appearing in the Claims Register of this date paid and that all checks listed hereinafter issued in payment thereof.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt	x		x			
Mr. Stiger		x	x			
Mr. Stothoff			x			

Motion Carried

15. REPORTS

a. **Attorney's Report**

Attorney Jost asked that the following motion be approved:

Approval of the Scheuing Farm Agricultural Maintenance Lease for a period of three years

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Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt	x		x			
Mr. Stiger			x			
Mr. Stothoff		x	x			

Motion carried

- A letter was sent to the liquor license holder and the property owner in the Township to set up a meeting to discuss a complaint about compliance with conditions attached to the license. As of today, no response from the licensee.
- With regard to Country Acres abandoned properties, several houses have recently sold.
- Working on Telecommunication Towers Ordinance. Forwarded to Jon Drill, Special Counsel for his input.
- Quarry Ordinance needs modifying to eliminate a buffer zone between the two adjacent quarries so they are in compliance when applying for their annual license.

b. Committee Report

Mr. Stiger reported the following:

- The Highlands session of the county scheduled for last night postponed until January or February
- Attended the Well Testing presentation of the Raritan Watershed by Mara Tippet, Well Testing Program Director. Well testing results and additional information is available at the NJDEP website.
- Checked with the County as to clear cutting the 46 acres at Hoffman Park. Waiting to hear from them.

Mr. Severino reported the following:

- Contacted Elizabethtown Gas as to process of getting a gas line to Township building. Waiting for an estimate of cost. After examining electric bills for the past two years, substantial savings are possible.

Mr. Hirt reported the following:

- Congratulated Mr. Stiger on his election win.
- Spoke to sister of owner of home at the S-turn on Baptist Church Road re: their fencing, which needs to be moved back.
- Talked about a 3-way stop sign or 3-way blinking light at Perryville Road and Cty. Rt. 625 intersection. To be discussed with engineer about best solutions.

c. Mayor's Report

- Received a phone call from Tom Matthews, County engineer about spreading millings on Charlestown Road so trucks can make a U-Turn by Pilot Travel Center.
- Township Schools asked for help from the Township with salting their parking lots on snow/ice days. Briefly discussed. CFO Brennan to talk to JIF re: insurance liabilities.
- RFPs for the 2020 Township Planner. Atty. Jost explained the informal process. It was a consensus of the Committee to set the deadline for submissions on Thursday December 12, 2019.
- Asked about status of the new Website host. Mr. Stothoff said he needs to coordinate with new provider. He will meet with Mr. Stiger regarding design and content.

Grace Brennan apprised the Committee about last hired member of DR&F resignation. She also mentioned that

Party invitations for December 12th Appreciation Dinner were mailed.

16. PUBLIC COMMENT – none

17. EXECUTIVE SESSION – Resolution #2019- ; Action may be taken following Executive Session

18. ADJOURNMENT

There being no further business to come before the Township Committee at this time Mr. Severino made a motion to adjourn the meeting at 9:57 p.m. Mr. Hirt seconded the motion. Motion carried by unanimous favorable roll call vote.

Transcribed by: Ella M. Ruta, Municipal Clerk

Frank Mazza, Mayor